

AN IMPORTANT NOTICE TO PUBLIC RECORDS REQUESTERS DURING BUDGET SHUTDOWN

We regret that at this time, the agency cannot accept public records requests for the following categories of records due to a lack of budget appropriation and the resulting government shutdown: All records requests for information from offices of the state Crime Laboratory and the state Toxicology Laboratory.

We are not able to process public records requests for these types of records while these offices are closed. When the offices re-open, more time will be needed to process requests because we anticipate there will be a backlog of pending requests as well as new requests that may have been submitted.

This posting and the details below describe how public records requests will be processed after the impacted offices re-open.

This posting provides public records requesters with notification that additional time will be needed to process current and new records requests for the records described above. This notice also serves as the five business-day acknowledgment of requests submitted to (list offices), as described below. RCW 42.56.520.

This posting is provided to give the fullest assistance to requesters. RCW 42.56.100.

The estimates of time below may be affected by the number of days the above offices are closed, as well as the volume of any pending backlog of requests or new requests. As a result, the estimates and this notice may need to be adjusted accordingly. We will update this notice as needed. Please check back after these offices re-open.

Thank you for your patience. If you have questions, you may contact the Public Records Officer at pubrecs@wsp.wa.gov.

PUBLIC RECORDS REQUESTS PENDING AT THE TIME THE OFFICE SHUT DOWN

Public records requesters who had requests that were being processed by the affected WSP offices (and which requests were previously acknowledged) are hereby notified that their requests will continue to be processed after these offices re-open.

Public records requesters who had requests that were pending at the time the office was shut down (and which could not be acknowledged due to the closure) are hereby notified that this posting is their five business-day acknowledgment. RCW 42.56.520. Those requests will be processed once the affected offices re-open. However, we will need more time to process those requests. Within 15 business days of the affected offices re-opening requesters will be informed of the status of their requests, and be provided a more detailed estimate of time or further response. This is an estimate of time. We will inform requesters if this estimate needs to be revised.

NEW PUBLIC RECORDS REQUESTS SUBMITTED WHILE THE OFFICE IS SHUT DOWN

New public records requests for the following categories of records: All records requests for information from offices of the state Crime Laboratory and the state Toxicology Laboratory that are submitted during the time the impacted offices are shut down will be designated as received on the day these offices reopen. The affected offices will provide additional information to these requesters on the status of their request and an estimate of further time needed to respond, within five business days from the date the office re-opens. If needed due to the backlog or volume of new requests, this notice also serves as the initial five business-day acknowledgment under RCW 42.56.520.